NETWORK SUPERVISOR

NATURE OF WORK

This is responsible technical and supervisory work directing and controlling the networking hardware and software used to support the City and County data communications system.

Work involves responsibility for supervising and directing the installation of hardware and software; managing network operations; reviewing the network needs of the Information Services Division; and making recommendations regarding type and use of network hardware and network software. An employee in this classification is expected to exercise considerable independent judgment and personal initiative in the performance of assigned duties. Supervision is exercised over subordinate technical personnel. General supervision is received from the Microcomputer/Network Support Coordinator.

EXAMPLES OF WORK PERFORMED

Coordinates and supervises the installation and monitoring of system hardware and software; assists customers in planning for the acquisition and use of network components; installs network hardware as necessary.

Reviews, monitors and maintains network components in order to ensure maximum network performance; evaluates and recommends hardware configurations; prepares cost estimates for proposed hardware.

Acts as liaison between customers and Information Services Division; investigates problems to determine general nature and area of responsibility; keeps customers informed as to problem status; tracks the problem to final resolution.

Supervises subordinate technical personnel; assigns, directs, coordinates and evaluates work.

Performs related work as required.

DESIRABLE KNOWLEDGES, ABILITIES, AND SKILLS

Thorough knowledge of token ring and ethernet networks.

Thorough knowledge of computer capabilities and of associated equipment.

Thorough knowledge of routers, ethernet hubs and terminal servers.

Ability to communicate effectively both orally and in writing.

Ability to establish and maintain effective working relationships with coworkers, customers and the general public.

Ability to assign, supervise and evaluate the work of subordinate technical employees.

Ability to exhibit independent judgment and initiative in analyzing network systems.

Ability to analyze problems and to organize their component parts into logical steps.

Ability to manage multiple responsibilities concurrently.

DESIRABLE TRAINING AND EXPERIENCE

Graduation from an accredited four year college or university with major course work in computer science, business administration or related field plus considerable experience in personal computers, Token Ring and Ethernet networks, and IBM and VAX networking.

MINIMUM QUALIFICATIONS

Graduation from a senior high school or equivalent supplemented by an associate degree from a vocational or community college in computer science, business administration or related field plus experience in personal computers, Token Ring and Ethernet networking and controllers; or any equivalent combination of training and experience which provides the desirable knowledges, abilities and skills.

Approved by: _____   _____
                        Department Head   Personnel Director

6/92
Title Change: 8/96
Revised & Class Code Change: 1/97

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